



AGENDA

BOARD OF MAYOR AND ALDERMEN REGULAR WORK SESSION

**Monday, November 3, 2008
Council Room — City Hall
4:30 p.m.**

Board of Mayor and Aldermen

Mayor Dennis R. Phillips, Presiding

Alderman Valerie Joh

Vice Mayor Benjamin K. Mallicote

Alderman Charles K. Marsh, Jr.

Alderman Larry Munsey

Alderman Patrick W. Shull

Alderman Jantry Shupe

Leadership Team

John G. Campbell, City Manager

J. Michael Billingsley, City Attorney

Tom Bowman, Leisure Services Director

Jim Demming, City Recorder/CFO

Craig Dye, Fire Chief

Jeff Fleming, Asst. City Manager, Development Services

Chris McCartt, Assistant to the City Mgr.

Ryan McReynolds, Public Works Director

Gale Osborne, Police Chief

Tim Whaley, Community and Gov't Relations Director

1. Call to Order
2. Roll Call
3. Work Session Tickler
4. Review of Items on November 4, 2008 Regular Business Agenda
5. Defined Contribution vs. Defined Benefit Plans – Barbara Duncan
6. Presentation on Kingsport Veterans Memorial – John McKinley, Jim Erwin,
Susan LaGuardia
7. Update on Cook's Point – Jeff Fleming, Rack Cross
8. Adjourn

Citizens wishing to comment on agenda items, please come to the podium and state your name and address. Please limit your comments to five minutes. Thank you.

Work Session Tickler

November 3, 2008

City Departments

Public Works

Energy Efficiency Measures

Ryan McReynolds

Updated October 16, 2008

Presentation was given to the BMA at the October 6th Work Session. Plan to represent with preliminary Phase I finding during the proposed CIP Workshop.

Engineering

Netherland Inn Bridge

Gary Dault

Updated October 30, 2008

The bridge rail is about halfway completed, with work continuing. See attached photos. The base and binder have been completed on the east approach; the west approach is being graded and will be topped next week.

The bridge is expected to be complete by the first part of January. Road work will be suspended after the west approach has binder. Work will begin again at the roadway in mid-March, when the weather is more conducive to paving.



Automated Meter Reading***Chad Austin******Updated October 28, 2008***

Approximately 750 meters have been changed out thus far. Vanguard has been working along Moreland Drive and Blakely Drive replacing meters and installing leak detectors.

Transportation (MPO)***Netherland Inn Bank Barn******Bill Albright******Updated October 31, 2008***

Exterior Work is nearing completion. Interior getting sheet rock and more work ahead. New photos attached.

**Special Projects*****Higher Education Center******Jeff Fleming******Updated October 28, 2008***

Structural steel erection is underway. The main structure has been erected and work continues on floor joists and decking. The Attached photo was taken October 27th. As part of the larger Academic Village, the demolition of Carriage House/Paul Adam's/Holston Auto and Jim's Lawn Care buildings is nearly complete, and the A Hood Bonding building is scheduled for demolition on November 1st.

The City of Kingsport (Kingsport) has recently requested that Corbin Design, Inc. (Corbin Design) provide consulting and design services to develop a comprehensive and cohesive wayfinding and signage program to direct motorists and pedestrians to city destinations and amenities. The key goals are the logistical determination of signage locations and creation of a graphic environment that is clear, understandable, informative, friendly and helpful to the Kingsport visitor and resident. The project should not take more than eight months to complete at which time implementation and sign fabrication will need to be considered.

Project Approach

The project will be broken down into three main tasks for a total cost of \$81,410.00 appropriated from the visitor enhancement funds (VEP).

Task I Analysis (Two months to complete)

As part of our initial task, we also conduct a wayfinding analysis and review that evaluates the presence and use of the following from the standpoints of current types of wayfinding and branding:

Wayfinding Elements

- Gateway signage
- Banners
- Boundary markers or welcoming landmarks
- Vehicular directional signs
- Pedestrian directional signs
- Public website

Task II Design (Three months to complete)

Corbin Design will hold an internal design workshop that include information gathered during task I and analyzes architectural elements and topographic features, materials, themes, and the Kingsport goals for the system in order to develop an appropriate design aesthetic for the system.

- Designs will be presented for review and revisions

Task III Documentation (Three months to complete)

This task provides information necessary for the specification, purchase, fabrication and installation of the approved signage system. The Sign Location Plan and Sign Message Schedule identify the public wayfinding signage we have designed for the proposed system, plot its location and define its content.

Task IV Implementation – Not Included

Four to five months timeframe for the fabrication and installation of signs, not part of this contract. This task will be determined upon completion of prior task listed above.

Transportation (Traffic)*Traffic Calming Measures*

Michael Thompson

Updated October 16, 2008

Essex & Suffolk Traffic Calming – An additional 8 traffic counts were completed throughout the Preston Forest subdivision and no other roadways met the minimum qualifications for traffic calming. These results were sent to the Neighborhood Association.

Bellingham Drive – Preliminary Design has been completed. Public hearing is expected to be scheduled in November.

*Netherland Terrace**Street Lighting*

Michael Thompson

Updated October 16, 2008

AEP is processing the permit required by CSX for approval and cost to place poles on their right of way as well as preparing an estimate for upfront City of Kingsport costs for installation.

*Indian Trail / Stone Drive**Signal & Median*

Michael Thompson

Updated October 16, 2008

Design plans are complete and TDOT has the project scheduled for a December 12, 2008 letting. The letting date has shifted by two weeks. Expected completion is spring 2009.

Parks & Recreation*Dog Park**Kitty Frazier**Updated October 30, 2008*

Fencing is has been completed. Park benches have been installed. Dead trees and debris has been removed from the site. Rules/directional signage has been ordered and is being prepared. Engineering has arranged for a solar powered card reader to be installed over this next week.

The Dog Park Committee is meeting November 3 to further discuss various operational items for the park and to discuss registration processes/opening events.



AGENDA

BOARD OF MAYOR AND ALDERMEN

REGULAR BUSINESS MEETING

**Tuesday, November 4, 2008
Large Court Room – City Hall
7:00 P.M.**

Board of Mayor and Aldermen

Mayor Dennis R. Phillips, Presiding

Alderman Valerie Joh
Vice Mayor Benjamin K. Mallicote
Alderman Charles K. Marsh, Jr.

Alderman Larry A. Munsey
Alderman Patrick W. Shull
Alderman Jantry Shupe

City Administration

John G. Campbell, City Manager
J. Michael Billingsley, City Attorney
James Demming, City Recorder

I. CALL TO ORDER

II.A. PLEDGE OF ALLEGIANCE TO THE FLAG

II.B. INVOCATION – Thomas Legg, Pastor – Concordia Lutheran Church

III.B ROLL CALL

IV. RECOGNITIONS AND PRESENTATIONS

V. APPROVAL OF MINUTES

1. October 20, 2008 Regular Work Session
2. October 21, 2008 Regular Business Meeting

VI. COMMUNITY INTEREST ITEMS**AA. PUBLIC HEARINGS****COMMENT**

Citizens may speak on agenda items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non-personal in nature, and they should be limited to five minutes. A total of thirty minutes is allocated for public comment during this part of the agenda.

B. BUSINESS MATTERS REQUIRING FIRST READING

1. Consideration of an Ordinance Authorizing the Mayor to Execute a Quitclaim Deed to the Industrial Development Board of the City of Kingsport, Tennessee (AF: 348-2008)
 - Ordinance – First Reading

C. BUSINESS MATTERS REQUIRING FINAL ADOPTION

1. Consideration of an Ordinance to Amend Zoning of one (1) Parcel Located on Reservoir Road from R-1B to B-3 Zoning (AF: 309-2008)
 - Ordinance (Zoning) – Second Reading and Final Adoption
2. Consideration of an Ordinance to Amend Zoning of One (1) Parcel Located on Reservoir Road from R-1B to P-1 Zoning (AF: 310-2008)
 - Ordinance (Zoning) – Second Reading and Final Adoption
3. Consideration of Ordinances to Annex/Amend Zoning of the Warrior Falls Annexation (AF: 331-2008)
 - Ordinance (Annexation) – Second Reading and Final Adoption
 - Ordinance (Zoning) – Second Reading and Final Adoption
4. Consideration of Ordinances to Annex/Amend Zoning of the Cherry Knoll Annexation (AF: 332-2008)
 - Ordinance (Annexation) – Second Reading and Final Adoption
 - Ordinance (Zoning) – Second Reading and Final Adoption

D. OTHER BUSINESS

1. Consideration of a Resolution Approving Renewal of Recycling Services Agreement with Tri-City Waste Paper, Inc. for a Curbside Collection of Recyclable Materials Program and Authorizing the Mayor to Execute all Documents Necessary (AF: 343 -2008)
 - Resolution

2. Consideration of a Resolution to Enter into a Professional Services Agreement With Camp Dresser & McKee for Sanitary Sewer Modeling Services and Authorize the Mayor to Sign all Applicable Documents (AF: 344 -2008)
 - Resolution
3. Consideration of a Resolution to Authorize the Mayor to Reject all Bids Related to Milling and Paving of Selected City Streets – Fall 2008 (AF: 345 - 2008)
 - Resolution
4. Consideration of a Resolution Authorizing the Mayor to Execute all Documents Necessary to Purchase Mobile Data Terminals/Automated Vehicle Locators for the Kingsport Area Transit Service (AF: 346 -2008)
 - Resolution

E. APPOINTMENTS

VII. CONSENT AGENDA

All matters listed under the Consent Agenda are considered in the ordinary course of business by the Board of Mayor and Aldermen and will be enacted on by one motion in the form listed. If discussion is desired by either the Board or the audience, the item in question will be removed from the Consent Agenda and considered separately.

1. Consideration of a Budget Ordinance to Fund Both the Revenue and Expenditure Accounts for the Adult Education Program (AF: 317-2008)
 - Ordinance – Second Reading and Final Adoption
2. Consideration of Approval for Additional Holiday Time at Christmas for City Employees (AF: 347-2008)
 - Approval of Additional Holiday Time

VIII. COMMUNICATIONS

- A. CITY MANAGER
- B. MAYOR AND BOARD MEMBERS
- C. VISITORS

Citizens may speak on issue-oriented items. When you come to the podium, please state your name and address and sign the register that is provided. You are encouraged to keep your comments non- personal in nature, and they should be limited to five minutes.

IX. ADJOURN

WORK SESSION
MINUTES
WILL BE
E-MAILED
AND PUT AT
THE TABLE
ON MONDAY
NOVEMBER 3, 2008

REGULAR
BUSINESS
MEETING
MINUTES
WILL BE
E-MAILED
AND PUT AT
THE TABLE
ON MONDAY
NOVEMBER 3, 2008



AGENDA ACTION FORM

Consideration of an Ordinance Authorizing the Mayor to Execute a Quitclaim Deed to the Industrial Development Board of the City of Kingsport, Tennessee

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Agenda Form No.: AF-348-2008
 Work Session: November 3, 2008
 First Reading: November 4, 2008

Final Adoption: November 18, 2008
 Staff Work: Billingsley, Campbell
 Presentation: Campbell

Recommendation: Approve the ordinance.

Executive Summary:

In the development of the Regional Center for Applied Manufacturing (RCAM) a conveyance of three small tracts of land owned by the city are needed. These tracts are parts of the former right-of-way of Main Street, originally intended to continue straight into what is now the Domtar facility, and some property conveyed by Mr. Richard Ripley to the city in a property swap that the board approved at its last business meeting. Attached is a map showing the three tracts, which are identified by the green shading. The property for the RCAM is being assembled by the Industrial Development Board of the City of Kingsport, Tennessee (generally known as KEDB). The conveyance of this property to KEDB will facilitate the RCAM project. The property, which is of nominal value, will be conveyed to KEDB for a nominal consideration (\$1.00).

Attachments:

1. Ordinance
2. Map

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

PRE-FILED CITY RECORDER

ORDINANCE NO. _____

AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE AND DELIVER A QUITCLAIM DEED TO THE INDUSTRIAL DEVELOPMENT BOARD OF THE CITY OF KINGSPORT, TENNESSEE FOR THREE TRACTS OF LAND LOCATED ON AND NEAR WEST MAIN STREET; AND TO FIX THE EFFECTIVE DATE OF THIS ORDINANCE

BE IT ORDAINED by the City of Kingsport as follows:

SECTION I. That the board finds that the conveyance of this property will be used to enhance job opportunities in Kingsport, aid in economic development and provide educational opportunities for citizens of Kingsport that are not currently available locally, that the property to be conveyed as a nominal value, and that this conveyance for nominal consideration to the Industrial Development Board of the City of Kingsport, Tennessee is in the best interests of and for the health and welfare of the citizens of Kingsport.

SECTION II. That the Mayor, or in his absence, incapacity or failure to act, the Vice-Mayor, is hereby authorized to execute, in a form approved by the City Attorney, a quitclaim deed for nominal consideration to the Industrial Development Board of the City of Kingsport, Tennessee for three tracts of land located on and near West Main Street and further described as follows:

Situate, lying and being in the City of Kingsport, Eleventh (11th) Civil District of Sullivan County, Tennessee:

TRACT 1 (Parcel 2 on the plat)

BEGINNING on a point at the intersection of the southwesterly right-of-way line of now or formerly Main Street and the easterly right of way line of C.S.X. Railroad property and in the northeasterly line of Richard Ripley property (Deed Book 805C, Page 146), said point located S 55°37'09"E, 1.97 feet from an iron pin found at the northwesterly corner of said Ripley property; thence along said Railroad property by a curve to the right having a radius of 573.80 feet, an arc length of 70.93 feet, a delta angle of 07°04'56", a chord bearing of N 02°06'48"W and a chord length of 70.88 feet to a point; thence leaving said railroad right-of-way by a new line crossing property now or formerly Main Street right-of-way and property now or formerly part of City of Kingsport block number twenty-five N 57°14'56"E, 50.77 feet to a point in the southwesterly right-of-way line of Clinchfield Street; thence along said line by a curve to the left having a radius of 633.22 feet, an arc length of 94.75 feet, a delta angle of 08°34'23", a chord bearing of S 24°58'51"E and a chord length of 94.66 feet to a point; thence leaving said right-of-way by a new line crossing now or formerly right-of-way for Main Street S 34°18'00"W, 55.52 feet to a point in the said northeasterly line of the Richard Ripley property; thence along said line N 55°37'09"W, 59.09 feet to the point of **BEGINNING**, containing 0.16 acres, more or less, all as shown on the survey dated June 9, 2008 by Steven W. Hamby, Registered Land Surveyor Tennessee No. 1717, to which reference is here made.

AND BEING a part of the now or formerly right of way for Main Street and part of now or formerly City of Kingsport block number twenty-five and being part of the property conveyed to the City of Kingsport by deed of The Securities Company dated May 7, 1981 and recorded in Deed book 283C, Page 258 in the Office of the Register of Deeds for Sullivan County, Tennessee, to which reference is here made.

TRACT 2 (Parcel 4 on the plat)

BEGINNING on an iron pin found in the southwesterly right-of-way line of now or formerly Main Street and of the easterly right-of-way line of C.S.X. Railroad property, corner to Richard Ripley property (Deed Book 805C, Page 146); thence along said southwesterly right-of-way line and said Ripley property S 55°37'09" E, 61.07 feet to a point; thence by a new line crossing said Ripley property S 34°18'00" W, 61.96 feet to a point in the easterly right-of-way line of C.S.X. Railroad property; thence along said line by curve to the right having a radius of 573.80 feet, an arc length of 87.14 feet, a delta angle of 08°42'05", a chord bearing of N 10°14'44" W and a chord length of 87.06 feet to the point of **BEGINNING**, containing 0.05 acres, more or less, all as shown on the survey dated June 9, 2008 by Steven W. Hamby, Registered Land Surveyor Tennessee No. 1717, to which reference is here made.

AND BEING a part of the property conveyed to the City of Kingsport by deed of Richard Ripley dated _____, 2008 and recorded in Deed Book _____, Page _____, in the Office of the Register of Deeds for Sullivan County, Tennessee, to which reference is here made.

TRACT 3 (Parcel 7 on the plat)

BEGINNING on a nail in concrete found in the easterly line of Domtar Paper Company LLC property (Deed Book 2511C, Page 797) and at the terminus of now or formerly Main Street right-of-way; thence leaving said Domtar Paper Company LLC property by a new line crossing said Main Street right-of-way the following three (3) calls: S 55°53'41"E, 56.88 feet to a point; thence N 57°14'56"E, 14.16 feet to a point; thence by a curve to the left having a radius of 573.80 feet, an arc length of 70.93 feet, a delta angle of 07°04'56", a chord bearing of S 02°06'48"E and a chord length of 70.88 feet to a point in the northeasterly line of Richard Ripley property (Deed Book 805c, Page 146) and the southwesterly line of now or formerly Main Street right-of-way; thence along said line N 55°37'09"W, 1.97 feet to an iron pin found corner to said Ripley property and the easterly right-of-way line of C.S.X. Railroad; thence along said right-of-way line and said Ripley line by a curve to the left having a radius of 573.80, an arc length of 87.14 feet, a delta angle of 08°42'05", a chord bearing of S 10°14'44"E and a chord length of 87.06 feet to the point; thence leaving said Ripley property by a new line crossing said C.S.X. Railroad property S 34°18'00"W, 76.16 feet to a point in the westerly right-of-way line of said C.S.X. Railroad, said point located in the easterly line of said Domtar Paper Company, LLC property; thence along said line by a curve to the right having a radius of

633.80 feet, an arc length of 246.26 feet, a delta angle of 22°15'43", a chord bearing of N 07°38'44"W and a chord length of 244.71 feet to the point of **BEGINNING**, containing 0.27 acres, more or less all as shown on the survey dated June 9, 2008 by Steven W. Hamby, Registered Land Surveyor Tennessee No. 1717, to which reference is here made.

And being part of the C.S.X. Railroad property and part of the now or formerly Main Street right-of-way property and being part of the property conveyed to the City of Kingsport by deed of The Securities Company dated May 7, 1981 and recorded in Deed book 283C, Page 258 in the Office of the Register of Deeds for Sullivan County, Tennessee, to which reference is here made.

SECTION III. That the descriptions contained herein may be modified in the quitclaim deeds for the purpose of filling in the blanks, correcting typographical errors, due to an omission or mistake in part of the description, or other change that does not materially affect the property intended to be conveyed.

SECTION IV. That this ordinance shall be effective from and after its passage as the law directs, the public welfare demanding it.

DENNIS R. PHILLIPS, Mayor

ATTEST:

JAMES H. DEMMING
City Recorder

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY
City Attorney

PASSED ON 1ST READING _____
PASSED ON 2ND READING _____

2
SHEET
SHEET NO. 2
DATE: 08-09-05
DRAWN BY: [Signature]
CHECKED BY: [Signature]

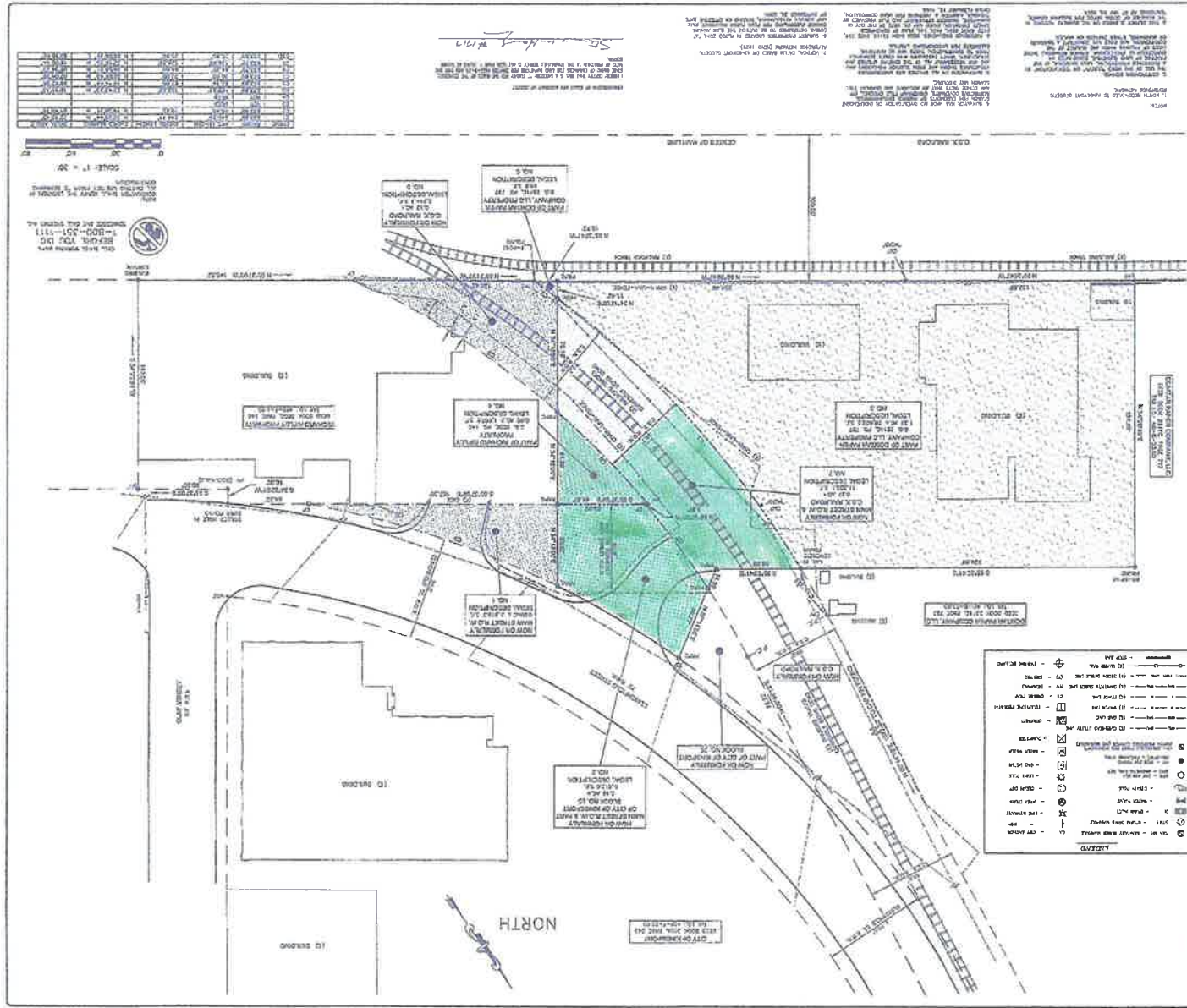


Apollo Design Services Inc.
245 E. 1st Ave. Suite 200, Tempe, AZ 85281
Phone: (480) 966-2200
Fax: (480) 966-2201
www.apolloservices.com
info@apolloservices.com

PROPERTIES SURVEYS FOR:
PROPOSED "RCAR" PROJECT
11th CIV. DISTRICT,
SALVADOR COUNTY, TEXAS
PROPOSED SITE CONDITIONS



| NO. | DATE | BY |
|-----|------|----|
| | | |
| | | |
| | | |
| | | |



1. THE SURVEY WAS MADE IN ACCORDANCE WITH THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPS, TEXAS, AND THE RULES AND REGULATIONS OF THE BOARD OF SURVEYING AND MAPS, SALVADOR COUNTY, TEXAS.

2. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

3. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

4. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

5. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

6. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

7. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

8. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

9. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

10. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

11. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.

12. THE SURVEY WAS MADE BY THE FOLLOWING METHODS: THEODOLITE, TRANSIT, AND LEVEL.



AGENDA ACTION FORM

Consideration of an Ordinance to Amend Zoning of One (1) Parcel Located on Reservoir Road from R-1B to B-3 Zoning.

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Action Form No.: AF-309-2008
 Work Session: October 20, 2008
 First Reading/ (Public Hearing Held): October 21, 2008
 Final Adoption: November 4, 2008

Staff Work By: F. Koder
 Presentation By: F. Koder

BMA Strategic Plan 2005-2006

KSF #3: Economic Growth, Development & Redevelopment; **KSF #6:** Reliable, Dependable Infrastructure

KSO #5: Create a healthy economy by continuing efforts to expand and diversify our economic base

AI #5a: Implement Strategic Objectives

CV #: N/A

Recommendation:

- Approve ordinance amending the zoning ordinance to rezone the one (1) parcel from R-1B, Single Family residential to B-3, General Business District.

Executive Summary:

The request is to rezone approximately 1.05 acres adjacent to Reservoir Road from City R-1B to B-3. This is an owner initiated rezoning request. The proposed zoning for the area is a City B-3, General Business. Adjacent city zoning is B-3 and R-1B. Adjacent County zoning is B-1 and R-1. The existing land uses compliment the majority of the current zoning designations and the proposed zoning is compatible with the surrounding zoning in the area. Additionally the requested zoning is in keeping with the recommended lands uses in the *2010 Land Use Plan*. Water and sewer are available to the parcels. At its September 18, 2008 meeting, the Kingsport Regional Planning Commission voted unanimously to send a favorable recommendation for the rezoning of the parcel to the Board of Mayor and Alderman. The Notice of Public Hearing was published October 5, 2008.

Attachments:

1. Staff Report
2. ~~Public Notice~~
3. Zoning Ordinance
4. Map

Funding source appropriate and funds are available: _____

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |



AGENDA ACTION FORM

Consideration of an Ordinance to Amend Zoning of One (1) Parcel Located on Reservoir Road from R-1B to P-1 Zoning.

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Action Form No.: AF-310-2008

Work Session: October 20, 2008

First Reading/ (Public Hearing Held): October 21, 2008

Final Adoption: November 4, 2008

Staff Work By: F. Koder

Presentation By: F. Koder

BMA Strategic Plan 2005-2006

KSF #3: Economic Growth, Development & Redevelopment; **KSF #6:** Reliable, Dependable Infrastructure

KSO #5: Create a healthy economy by continuing efforts to expand and diversify our economic base

AI #5a: Implement Strategic Objectives

CV #: N/A

Recommendation:

- Approve ordinance amending the zoning ordinance to rezone the one (1) parcel from R-1B, Single Family residential to P-1, Professional Office District.

Executive Summary:

The request is to rezone approximately 1.05 acres adjacent to Reservoir Road from City R-1B to P-1. This is an owner initiated rezoning request. The proposed zoning for the area is a City P-1, Professional Office. Adjacent city zoning is B-3 and R-1B. Adjacent County zoning is B-1 and R-1. The existing land uses compliment the majority of the current zoning designations and the proposed zoning is compatible with the surrounding zoning in the area. Additionally the requested zoning is in keeping with the recommended lands uses in the 2010 Land Use Plan. Water and sewer are available to the parcels. At its September 18, 2008 meeting, the Kingsport Regional Planning Commission voted unanimously to send a favorable recommendation for the rezoning of the parcel to the Board of Mayor and Alderman. The Notice of Public Hearing was published October 5, 2008.

Attachments:

1. Staff Report
2. ~~Public Notice~~
3. Zoning Ordinance
4. Map

Funding source appropriate and funds are available: _____

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

**AGENDA ACTION FORM****Consideration of Ordinances to Annex/Amend Zoning of the Warrior Falls Annexation**

To: Board of Mayor and Aldermen
From: John G. Campbell, City Manager

Action Form No.: AF: 331-2008
Work Session: October 20, 2008
First Reading/ (Public Hearing Held): October 21, 2008
Final Adoption: November 4, 2008

Staff Work By: K. Weems
Presentation By: K. Weems

Recommendation:

- Approve ordinance for the Warrior Falls annexation
- Approve ordinance amending the zoning ordinance for the Warrior Falls annexation

Executive Summary:

This is the "Warrior Falls" Annexation of approximately 6.7 acres along Warrior Falls Drive, Pueblo Drive, and Arrowhead Drive, with a population of 14 residents (5 single family homes). The current county zoning of the area is A-1 (Agricultural & Residential). The proposed city zoning for the area is R-1B. Adjacent zoning consists of county A-1 (the Warrior Fall Subdivision). Water is furnished to the area, with the exception of fire w water service, which will require an upgrade (placement of 4 hydrants). Sanitary sewer service already serves the annexation area. During its September 2008 regular meeting, the Kingsport Regional Planning Commission voted unanimously (5-0) to send a positive recommendation for the annexation, zoning, and plan of services to the Board of Mayor and Aldermen for this annexation. This item has received zero opposition as of October 13, 2008. The Notice of Public Hearing was published on October 6, 2008.

Attachments:

1. Staff Report
2. ~~Notice of Public Hearing~~
3. Annexation Ordinance
4. Zoning Ordinance
5. ~~Resolution~~
6. Maps

| | <u>Y</u> | <u>N</u> | <u>O</u> |
|-----------|----------|----------|----------|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |



AGENDA ACTION FORM

Consideration of Ordinances to Annex/ Amend Zoning of the Cherry Knoll Annexation

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Action Form No.: AF: 332-2008
 Work Session: October 20, 2008
 First Reading/ (Public Hearing Held): October 21, 2008
 Final Adoption: November 4, 2008

Staff Work By: K. Weems
 Presentation By: K. Weems

Recommendation:

- Approve ordinance for the Cherry Knoll annexation
- Approve ordinance amending the zoning ordinance for the Cherry Knoll annexation

Executive Summary:

This is the "Cherry Knoll" Annexation of approximately 68 acres along Fieldcrest Road, Lynn Road, and Browder Road, with a population of zero residents. The current county zoning of the area is R-1 (Single Family Residential). The proposed city zoning for the area is R-1B (Single Family Residential). Adjacent zoning consists of county A-1 (Residential/ Agricultural) & R-1 (Single Family Residential). Neither water nor sanitary sewer serve the annexation area, both will require extensions. During its September 2008 regular meeting, the Kingsport Regional Planning Commission voted unanimously (5-0) to send a positive recommendation for the annexation, zoning, and plan of services to the Board of Mayor and Aldermen for this annexation. This item has received zero opposition as of October 13, 2008. The Notice of Public Hearing was published on October 6, 2008.

Attachments:

1. Staff Report
2. ~~Notice of Public Hearing~~
3. Annexation Ordinance
4. Zoning Ordinance
5. ~~Resolution~~
6. Maps

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |



AGENDA ACTION FORM

Consideration of a Resolution Approving Renewal of Recycling Services Agreement with Tri-City Waste Paper Inc. for a Curbside Collection of Recyclable Materials Program and Authorizing the Mayor to Execute all Documents Necessary

To: Board of Mayor and Aldermen
From: John G. Campbell, City Manager

Action Form No.: AF-343-2008

Work Session: November 3, 2008

First Reading: N/A

Final Adoption: November 4, 2008

Staff Work By: R Hammonds, R McReynolds

Presentation By: Ryan McReynolds

BMA Strategic Plan 2005-2006

(CV=Core Value, KSF=Key Success Factor, KSO=Key Strategic Objective)

CV #:

KSF #

KSO #

Recommendation:

Approve the resolution.

Executive Summary:

The City of Kingsport entered into an agreement with Tri-City Waste Paper, inc. on December 1, 2003 to process and market the City's collected recycle material. Pursuant to the agreement, both parties can renew the agreement for five (5) successive one (1) year terms. This resolution authorizes the second renewal of the original agreement.

We are currently researching several options for the long term disposal of collected material. These options could include self-marketing, partnerships with groups such as Tri-City Waste Paper, Recycle America or others. At the current time, we are of the opinion that the renewal of this agreement is the best option for the City of Kingsport.

Attachments:

1. Resolution
2. Tri-City Waste paper, Inc. Letter, September 15, 2008

Funding source appropriate and funds are available: 415-4027-462.2099

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

RESOLUTION NO. _____

A RESOLUTION APPROVING RENEWAL OF THE RECYCLING SERVICES AGREEMENT WITH TRI-CITY WASTE PAPER, INC. FOR A CURBSIDE COLLECTION OF RECYCLABLE MATERIALS PROGRAM AND AUTHORIZING THE MAYOR TO EXECUTE ALL DOCUMENTS NECESSARY AND PROPER TO EFFECTUATE RENEWAL OF THE AGREEMENT

WHEREAS, on December 1, 2003 the City entered into a Recycling Services Agreement with Tri-Cities Waste Paper, Inc. for a curbside collection of recyclable materials program for a three (3) year period with the option to renew for five (5) successive renewal terms of one (1) year each; and

WHEREAS, the current agreement terminates on November 30, 2008; and

WHEREAS, the City desires to exercise its option to renew for a one (1) year period from December 1, 2008 until November 30, 2009; and

WHEREAS, certain documents must be executed to allow renewal of the agreement.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That renewal of the December 1, 2003 Recycling Services Agreement with Tri-Cities Waste Paper, Inc. for a curbside collection of recyclable materials program for a one (1) year period from December 1, 2008 to November 30, 2009 is approved.

SECTION II. That the Mayor, or in his absence, incapacity, or failure to act, the Vice Mayor, is authorized to execute, in a form approved by the City Attorney and subject to the requirements of Article X, Chapter 10 of the Charter of the City of Kingsport, all documents necessary and proper to effectuate renewal of the agreement.

SECTION III. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 4th day of November, 2008.

DENNIS R. PHILLIPS, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Tri-City Waste Paper, Inc.



Phone 423-246-7801
Toll Free 1-800-467-8332
1501 Riverport Rd.

Fax 423-246-0053
Cell 423-741-3021
Kingsport, TN 37660

Sept 15, 08

City of Kingsport

To: Director of Public Works

Cc: City Recorder

This is to inform you that we wish to extend the existing recycling contract for (1) year. The extension will run from Dec 1, 08 thru Nov 30, 09. Thank you for your continued support and we are looking forward to servicing you for another year.

A handwritten signature in cursive script, appearing to read 'Dallas Bernard'.

Dallas Bernard
General Manager



AGENDA ACTION FORM

Consideration of a Resolution to Enter into a Professional Services Agreement With Camp Dresser & McKee for Sanitary Sewer Modeling Services and Authorize the Mayor to Sign all Applicable Documents.

To: Board of Mayor and Aldermen
 From: John Campbell, City Manager

Action Form No.: AF-344-2008
 Work Session: November 3, 2008
 First Reading: November 4, 2008

Final Adoption: November 4, 2008
 Staff Work By: C. Austin/N. Eichmann
 Presentation By: C. Austin/R. McReynolds

Recommendation:

Approve the Resolution.

Executive Summary:

Camp Dresser & McKee has been chosen to do a Sanitary Sewer Flow Modeling project for the City of Kingsport as a continuation of the Flow Monitoring project that was done in FY08. This project will consist of 8 tasks:

- | | |
|---------------------------------------|--------------------------------------|
| 1. Flow Monitoring Data Analysis | 5. Identify Improvement Alternatives |
| 2. Model Calibration and Verification | 6. Develop Cost Estimates |
| 3. Population and Flow Projections | 7. Identify Implementation Issues |
| 4. Sewer Capacity Analysis | 8. Prepare Report |

A dynamic model will be produced to allow CDM to prepare a plan for future improvements to the sanitary sewer system, including cost estimates. It will also help us to meet objectives laid out in the consent order for the treatment plant, by giving us an avenue to verify capacity for new developments and projects. This project will cost of \$175,000.00

Funding is available and identified in line account number 412-5004-501-2020 professional services.

Attachments:

1. Resolution
2. Proposal

Funding source appropriate and funds are available: _____

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE A
PROFESSIONAL SERVICES AGREEMENT WITH CAMP
DRESSER & MCGEE FOR SANITARY SEWER FLOW
MONITORING SERVICES PHASE II**

WHEREAS, the city desires to enter into a professional services agreement with Camp Dresser & McKee for sanitary sewer flow monitoring services (Phase II) at a cost of \$175,000; and

WHEREAS, the project will consist of flow monitoring data analysis; model calibration and verification; population and flow projections; sewer capacity analysis; identify improvement alternatives; develop cost estimates; identify implementation issues; and report preparation; and

WHEREAS, a dynamic model will be produced to allow Camp Dresser & McKee to prepare a plan for future improvements to the sewer system including cost estimates and to provide the city with an avenue to verify capacity for new developments and projects; and

WHEREAS, funding is available in professional services account number 412-5004-501-2020.

Now, therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the Mayor, or in his absence, incapacity, or failure to act, the Vice Mayor, is authorized to execute, in a form approved by the City Attorney and subject to the requirements of Article X, Chapter 10 of the Charter of the City of Kingsport, a professional services agreement with Camp Dresser & McKee for sanitary sewer flow monitoring services (Phase II) at a cost of \$175,000.

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 4th day of November, 2008.

DENNIS R. PHILLIPS, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY



Parkview Towers
210 25th Avenue North, Suite 1102
Nashville, TN 37203
tel: 615 320-3161
fax: 615 320-6560

September 23, 2008

Mr. Norman Eichmann
Water and Wastewater Technical Service Superintendent
City of Kingsport
1213 Konnarock Road
Kingsport, TN 37664

Subject: Sanitary Sewer System Study- Phase II

Dear Mr. Eichmann:

CDM is pleased to present our proposal to support the Kingsport with the second phase of the engineering evaluation of the City's wastewater collection system. As you know we are nearing completion of the initial phase, which included collection of flow monitoring and rainfall data, and development of a model of the system infrastructure. The hydraulic model that will be the basis for an analysis of future system improvements intended to reduce infiltration and inflow and improve overall sewer system capacity management.

Background

General review of available information and the monitoring of rainfall and sewer flows have been completed as part of the Sanitary Sewer Flow Monitoring Services contract (Phase I). In addition, as part of the Phase I contract, CDM has completed an assessment of existing City sewer system infrastructure and has developed a system model. Flow monitoring analysis is required to understand the system baseflow and rainfall dependent inflow and infiltration (RDII). Once the preliminary model attributes are adequately represented, and the flow monitoring analysis is complete, dry weather and wet weather calibration and verification of the model will be performed. The calibrated model will be used to assess overloading conditions of the existing collection system. Findings from the analysis of the existing system will serve as the basis for developing solutions alternatives. Also, future growth will be evaluated and considered during solutions development. Recommendations for solutions will be presented to the City prior to screening to jointly identify solutions that best meet cost and non-cost factors that influence the decisions. Costs and recommended implementation of selected solutions will be documented in the project's report. Finally, the working model can be used by the City as part of the ongoing sewer system capacity management program required as part of EPA's

Capacity Management Maintenance and Operations (CMOM) program. The following specific tasks are proposed to complete this work:

Task 1 - Flow Monitoring Data Analysis

To better understand which areas of the collection system contribute most significantly to the RDII response, the collection system flow and rainfall monitoring data collected as part of the current Sanitary Sewer Flow Monitoring Services contract will need to be analyzed. CDM and the City of Kingsport have collected this monitoring data during the February and March of 2008 and included data from 27 temporary and 8 permanent flow monitors and 12 temporary and 2 permanent rain gauges. CDM will analyze the flow monitoring and rainfall data. The analysis will include flow hydrograph decomposition at each location distinguishing between baseflow and RDII. CDM will rank the flow monitored basins in order of severity with respect to RDII.

Task 2 - Model Calibration and Verification

The model developed in Task 1 will be calibrated against flow monitoring data to establish baseflow and hydrologic parameters. During calibration, 11 lift stations' operation will be adjusted to best represent what is observed in metering data and pump runtimes logged for 10 of the lift station locations during the monitoring period.

Task 3 - Population and Flow Projections

Accurate descriptions of existing flows and projections of future flows will help ensure that the analysis and any planned improvements provide sufficient capacity to meet growth needs. CDM will review available information on the basin service areas to understand the basis for available population/flow projections, and determine if additional information is necessary. CDM assumes that the information will be sufficient and that no additional data collection effort for flow/population projections will be necessary.

Task 4 - Sewer Capacity Analysis

Utilizing the calibrated model, CDM will evaluate the existing system to understand approximate levels of service throughout the modeled extent, with implications for upstream reaches of the system not explicitly modeled. For this analysis, three synthetic storms of from one to five-year recurrences intervals will be used to stress the system. If necessary, main trunk sewers and associated lift stations will be temporarily upsized in the model to more clearly define upstream constraints that may otherwise be masked by conditions downstream. The 11 pump stations modeled will be part of this capacity analysis. The sewer capacity analysis will be used to generate thematic maps showing capacity constraints and overflow locations. These maps will guide development of the sewer system improvement alternatives that will be evaluated under a subsequent task.

Task 5 – Identify Improvement Alternatives

The hydraulic sewer model will be used to develop planning level improvement alternatives needed to meet existing and future sewer requirements. The improvements will focus on addressing sewer system capacity concerns identified in the previous task. Improvement alternatives can consist of relief sewers to provide additional sewer capacity, system rehabilitation, pump station and force main upgrades, and wastewater storage facilities. Planned wastewater treatment plant improvements will be incorporated into the baseline model and all alternatives considered. Consideration will be given to consolidating existing pumping stations and/or minimizing use of additional pumping stations. Alternatives considered in this task will include improvements needed to serve projected growth in existing sewer areas and expected new sewer areas, as well as system upgrades needed to convey increased flows to the baseline wastewater treatment facility.

After development of a set of potential conceptual improvement alternatives that meet the project goals, a workshop meeting will be held with CDM and representatives of the City to review and discuss the alternatives and potentially develop additional alternatives or refinements. Rough estimates of costs will be provided at this meeting to aid in contrasting the potential alternatives. Alternatives that are considered to be infeasible to implement will be eliminated from further consideration. This meeting will result in a set of selected improvement alternatives that will be evaluated in greater detail prior to a more detailed cost analysis in the subsequent task.

Task 6 – Develop Cost Estimates

For each conceptual sewer system improvement alternative identified in Task 6, the following costs will be estimated to facilitate alternative evaluation and selection of recommended improvements:

Construction Costs - construction costs will be estimated for the recommended improvement alternatives using CDM's recent experience in the design, bidding and construction of sewer system improvements; quotations from local suppliers and contractors; and a review of recent bid tabulations. Construction costs will be presented in estimated 2008 dollars, and will include a contingency amount.

Capital Costs - consisting of construction costs plus an allowance for engineering, legal and administrative costs and services.

Operation and Maintenance Costs - present worth cost estimates of operation and maintenance of facilities over the expected design life of the facility will be considered as necessary for comparison of facilities with differing operation and maintenance requirements.

Task 7 – Identify Implementation Issues

In addition to estimating costs for each improvement alternative, CDM will identify potential problems that may adversely affect each City's ability to implement and

construct the facilities. A matrix of non-cost factors will be completed for each improvement alternative to document potential implementation constraints. Non-cost factors that will be considered include:

Constructability - the ease of construction with respect to physical conditions, impacts to existing facilities, and easements.

Permitability - the ease of obtaining local, state, and federal permits required to construct and operate the facility.

Expandability - the ease of expanding the facility in the future, if necessary to serve new or unanticipated growth.

Environmental Impacts - the level of impact of the facility on the surrounding ecology and sensitive habitats.

Public Acceptance - the acceptability of the facility's construction and operation to the public, considering traffic impacts, odor concerns, visual impacts, interruption of sewer service, etc.

CDM and City project staff will participate in ranking the alternatives with respect to these non-cost factors, and other factors that may be identified by the City, after CDM has confirmed actions necessary to resolve or mitigate any of these constraints.

Task 8 - Prepare Report

CDM will prepare a report presenting the results of the study and the recommended phased improvements program. The report will serve as a reference document that the City can use as a guide to focus future sewer collection system improvements and upgrades including capital improvements projects related to trunk sewers, force mains, pumping systems, and storage facilities. CDM will develop the report with sufficient flexibility to change as future conditions change as a result of growth, system performance, system structural integrity, system maintenance needs, regulatory requirements, and other factors.

Based on the scope of work presented, a preliminary table of contents for the report, entitled follows:

1. Introduction
2. Flow Monitoring Analysis
3. Wastewater Flow Projections
4. Model Calibration and Verification
5. Sewer Capacity Analysis
6. Identification of Improvement Alternatives

7. Evaluation of Improvement Alternatives

8. Conclusions and Recommendations

The report will include mapping of the existing sanitary sewers and recommended phased improvements, an implementation schedule, and presentation of implementation costs in a format conducive to incorporation into the City's capital improvements plan.

In addition to the report, CDM will provide a working version of the calibrated model in the SWMM5 format. SWMM5 is the free, public-domain model provided by EPA. When CDM loads the model onto the City's designated computer, CDM will also load the EPA version of SWMM5 on the City's computer, provided that internet access is available. As part of this task, CDM will assist the City in evaluating other software applications that can enhance the user interface with SWMM5. Software packages such as SewerGems, MIKE Urban, InfoWorks, and others as requested by the City will be reviewed. CDM will review the available software options and discuss the advantages and disadvantages considering the long-term needs of the City. The costs of purchasing additional software are not included in this project.

Task 9 - Project Meetings

CDM will meet with the City at key points of the project. These meetings will consist of regular progress meetings with City staff up to six (6) meetings.

CDM proposes to complete this work for a not-to-exceed estimated cost of \$175,000. The details of this cost estimate are shown on the attached table. We estimate that it will take seven months to complete the scope of work proposed.

On behalf of the entire CDM organization, I want to express our appreciation for the opportunity to work with the City on this important project. If you have any questions about this proposal, or any matter, please do not hesitate to contact me.

Sincerely,



Christopher A. Provost, P.E., BCEE

Vice President
Camp Dresser & McKee Inc.

cc: Ryan McReynolds, P.E
Attachment

City of Kingsport, Tennessee Wastewater Collection System Evaluation

| Task | Description | Total Hours | Estimated Cost |
|---------------|---|--------------------|-----------------------|
| | | | |
| | | | |
| Task 1 | Flow Monitoirng Data Analysis | 400 | \$36,500.00 |
| Task 2 | Model Calibration and Verification | 180 | \$22,000.00 |
| Task 3 | Population and Flow Projections | 160 | \$15,000.00 |
| Task 4 | Sewer Capacity Analysis | 200 | \$21,000.00 |
| Task 5 | Identify Alternatives | 280 | \$27,000.00 |
| Task 6 | Cost Estimates | 130 | \$12,000.00 |
| Task 7 | Identify Implementation Issues | 40 | \$4,500.00 |
| Task 8 | Report | 200 | \$22,000.00 |
| Task 9 | Project Meetings | 120 | \$15,000.00 |
| | | | |
| | Total | 1710 | \$175,000.00 |
| | | | |



AGENDA ACTION FORM

Consideration of a Resolution to Authorize the Mayor to Reject all Bids Related to Milling and Paving of Selected City Streets – Fall 2008

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Agenda Form No.: AF-345-2008
 Work Session: November 3, 2008
 First Reading: November 4, 2008

Final Adoption: November 4, 2008
 Staff Work: M. Hickman
 Presentation: R. McReynolds

BMA Strategic Plan 2005-2006

(CV=Core Value, KSF=Key Success Factor, KSO = Key Strategic Objective)

Recommendation:

Approve the resolution.

Executive Summary:

On October 2, 2008; the City of Kingsport received and opened bids for Milling and Paving of Selected City Streets – Fall 2008. The low bid exceeded the City's preliminary estimate by **\$77,965.50**. A comparison of last year's low bid versus this year's is as follows:

| | 2007 | 2008 |
|----------------------------------|---------|---------|
| Contractor Asphalt Price per Ton | \$68.00 | \$99.50 |

The increase in asphalt prices are in direct relation to the drastic increase and volatility in petroleum prices over the last year. As petroleum prices currently appear to be decreasing, we anticipate that the cost will be substantially lower in the Spring of 2009.

In compliance with Ordinance No. 5583 Section (e), this Resolution shall reject all bids submitted. The City expects to re-bid this project in early Spring 2009 in anticipation that petroleum process will decrease.

Attachments:

1. Breakdown of Bid
2. Resolution
3. Asphalt Index

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

MILLING AND PAVING OF SELECTED CITY STREETS - FALL 2008 BID TAB

| ITEM NO. | QUAN | UNIT | DESCRIPT | ENGINEERING | | APAC - ATLANTIC, INC. | | SUMMERS - TAYLOR, INC. | |
|----------|--------|------|-------------------------------|-------------|---------------|-----------------------|---------------|------------------------|---------------|
| | | | | UNIT COST | TOTAL COST | UNIT COST | TOTAL COST | UNIT COST | TOTAL COST |
| 1 | 14,222 | SY | MILLING (SECTION 02513) | \$ 2.75 | \$ 39,110.50 | \$ 2.00 | \$ 28,444.00 | \$ 2.95 | \$ 41,954.90 |
| 2 | 2,725 | T | E MIX (SECTION 02513) | \$ 85.00 | \$ 231,625.00 | \$ 99.50 | \$ 271,137.50 | \$ 103.00 | \$ 280,675.00 |
| 3 | 827 | GAL | TACK COAT (SECTION 02513) | \$ 2.00 | \$ 1,654.00 | \$ 3.00 | \$ 2,481.00 | \$ 2.75 | \$ 2,274.25 |
| 4 | 817 | TN | BINDER (SECTION 02513) | \$ 65.00 | \$ 53,105.00 | \$ 99.50 | \$ 81,291.50 | \$ 89.75 | \$ 73,325.75 |
| 5 | 1,117 | TN | PEA GRAVEL (SECTION 02513) | \$ 85.00 | \$ 94,945.00 | \$ 103.00 | \$ 115,051.00 | \$ 103.50 | \$ 115,609.50 |
| | | | | | \$ 420,439.50 | | \$ 498,405.00 | | \$ 513,839.40 |

RESOLUTION NO. _____

**A RESOLUTION REJECTING ALL BIDS FOR MILLING AND
PAVING SELECTED CITY STEETS - FALL 2008**

WHEREAS, bids were opened October 2, 2008 for milling and paving of selected City of Kingsport streets – fall 2008; and

WHEREAS, the low bid received for asphalt for the project increased from \$68 per ton in 2007 to \$99 per ton in 2008 due to increases and volatility in petroleum prices; and

WHEREAS, the increase in cost exceeds the city's preliminary estimate by \$77,965.50; and

WHEREAS, upon review of the bids, the City of Kingsport desires to reject all the bids for milling and paving of selected city streets – fall 2008; and

WHEREAS, the city expects to re-bid this project in spring 2009.

Now therefore,

**BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS
FOLLOWS:**

SECTION I. That all bids for fall 2008 milling and paving of selected City of Kingsport streets are rejected due to increased asphalt price per ton for the project. .

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 4th day of November, 2008.

DENNIS R. PHILLIPS, MAYOR

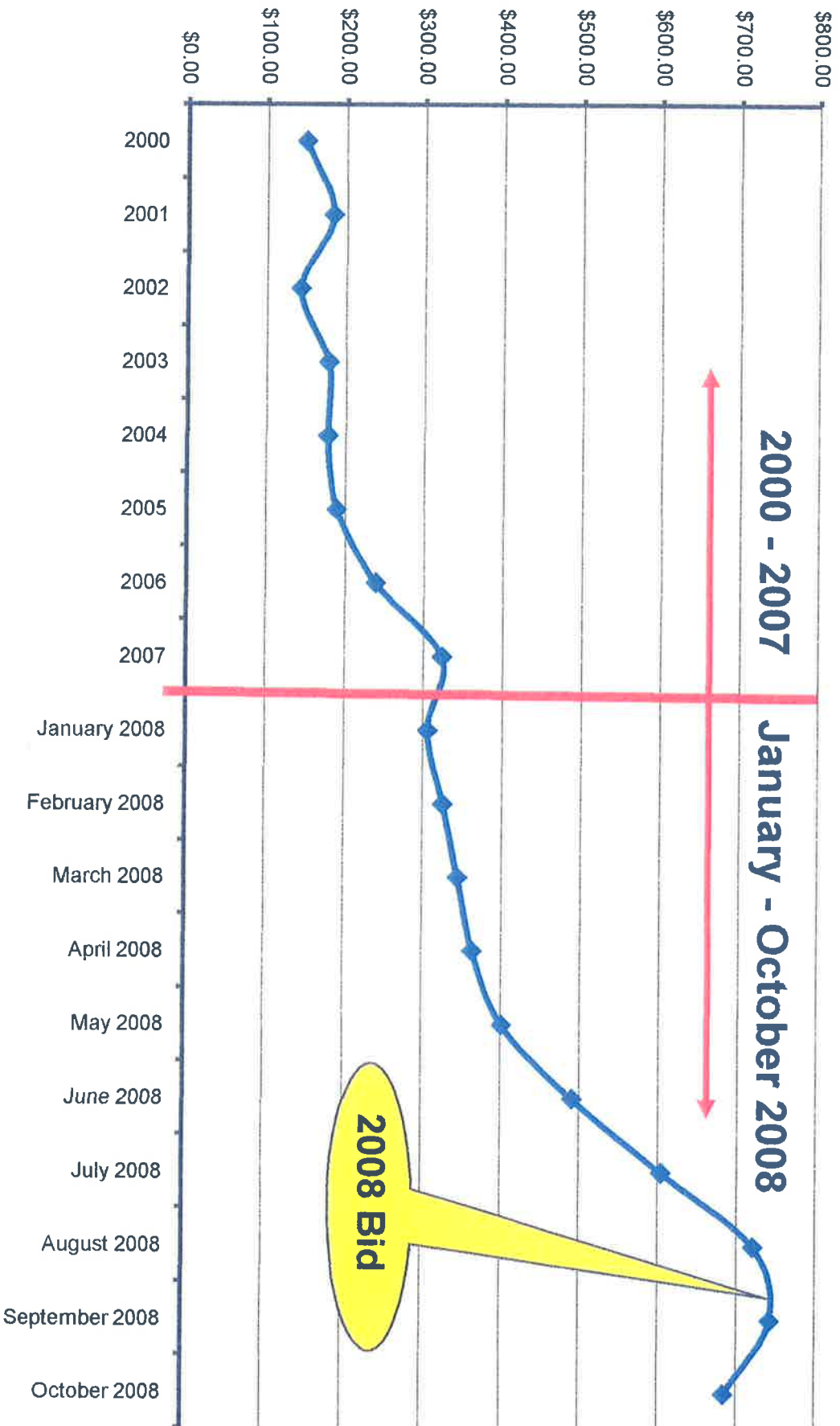
ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

Bituminous Index (Cost per Ton)





AGENDA ACTION FORM

Consideration of a Resolution Authorizing the Mayor to Execute all Documents Necessary to Purchase Mobile Data Terminals/Automated Vehicle Locators for the Kingsport Area Transit Service.

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Agenda Form No.: AF-346-2008
 Work Session: November 3, 2008
 First Reading: November 4, 2008

Final Adoption: November 4, 2008
 Staff Work: Jack Qualls
 Presentation: Chris McCart

BMA Strategic Plan 2005-2006

(CV=Core Value, KSF=Key Success Factor, KSO = Key Strategic Objective)

Recommendation: Approve the resolution to accept the bid.

Executive Summary:

Bids were opened on October 9, 2008 for the purchase of twelve Mobile Data Terminals / Automated Vehicle Locators for the Kingsport Area Transit Service. One Bid was received from Route Match Software. We recommend this bid be accepted since the MDT units are compatible with the existing software KATS operates. These Mobile Data Terminals / Automated Vehicle Locators will allow the dispatching software we use to communicate with the buses and vans while in the field. It can update drivers of scheduling changes to customer trips that allows KATS to provide a more efficient and effective system.

The Purchase Funding Itemized below:

| | | |
|-------------------------------|--------------------|---------------------|
| 80% Federal Matching Funds | \$62,625.60 | |
| 10% State Matching Funds | \$7,828.20 | |
| 10% Local Matching Funds | \$7,828.20 | Previously budgeted |
| Total Cost of Purchase | \$78,282.00 | |

Attachments:

- 1) Resolution
- 2) Bid Minutes

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |

RESOLUTION NO. _____

**A RESOLUTION AWARDDING THE BID FOR PURCHASE OF
MOBILE DATA TERMINALS/AUTOMATED VEHICLE LOCATORS
FOR THE KINGSPORT AREA TRANSIT SERVICE TO ROUTE
MATCH SOFTWARE**

WHEREAS, bids were opened October 9, 2008 for the purchase of twelve mobile data terminals/automated vehicle locators for the Kingsport Area Transit Service; and

WHEREAS, upon review, the board finds Route Match Software is the lowest responsive compliant bidder in the best interest and advantage to the city, and the City of Kingsport desires to purchase the twelve mobile data terminals/automated vehicle locators from Route Match Software at a unit cost, in the amount of \$6,523.50, for a total cost of \$78,282; and

WHEREAS, funding is provided in account FTA – S05.

Now therefore,

BE IT RESOLVED BY THE BOARD OF MAYOR AND ALDERMEN AS FOLLOWS:

SECTION I. That the bid for purchase of twelve mobile data terminals/automated vehicle locators for the Kingsport Area Transit Service at a unit cost, in the amount of \$6,523.50, for a total cost of \$78,282 is awarded to Route Match Software and the City Manager is authorized to execute a purchase order for same.

SECTION II. That this resolution shall take effect from and after its adoption, the public welfare requiring it.

ADOPTED this the 4th day of November, 2008.

DENNIS R. PHILLIPS, MAYOR

ATTEST:

JAMES H. DEMMING, CITY RECORDER

APPROVED AS TO FORM:

J. MICHAEL BILLINGSLEY, CITY ATTORNEY

MINUTES
BID OPENING
October 9, 2008
4:00 P.M.

RECEIVED

OCT 10 2008

TRANSIT DIVISION
CITY of KINGSPORT, TN

Present: Sandy Crawford, Procurement Manager; Brent Morelock, Assistant Procurement Manager;
Gary Taylor and Jack Qualls, Transit

The Bid Opening was held in the Council Room, City Hall.

The Procurement Manager opened with the following bids:

| MOBILE DATA TERMINALS/AUTOMATED VEHICLE LOCATORS | | | | |
|--|----------|------------|-------------|---|
| Vendor: | Quantity | Unit Cost: | Total Cost: | Comments: |
| Route Match Software | 12 | \$6,523.50 | \$78,282.00 | Model - Mentor Ranger Premium Annual Support - \$3,150.00 Mentor Support - \$1,046.00 Payment Terms - 50% Due Upon Contract Execution; 50% Due Upon Delivery of Units |

The submitted bids will be evaluated and a recommendation made at a later date.



AGENDA ACTION FORM

Consideration of a Budget Ordinance to Fund Both the Revenue and Expenditure Accounts for the Adult Education Program

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Action Form No.: AF-317-2008
 Work Session: October 20, 2008
 First Reading/ (Public Hearing Held): October 21, 2008
Final Adoption November 04, 2008

Staff Work By: Shirley Buchanan, Chris McCartt
 Presentation By: Chris McCartt

BMA Strategic Plan 2005-2006

(CV=Core Value, KSF=Key Success Factor, KSO=Key Strategic Objective)

CV #1: Value Citizens; #2: Integrity

KSF # 7: Superior Quality of Life

KSO #: N/A

Recommendation:

Approve the budget ordinance

Executive Summary:

The appropriation of monies for these accounts will allow for the programming and facilitation of the new City Adult Education program to begin. Approval of this budget ordinance is needed to fund both revenue and expenditure accounts for the new adult education program. This program will be self funded.

Attachments:

1. Ordinance

Funding source appropriate and funds are available: _____

| | <u>Y</u> | <u>N</u> | <u>O</u> |
|-----------|----------|----------|----------|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |



AGENDA ACTION FORM

Consideration of Approval for Additional Holiday Time at Christmas for City Employees

To: Board of Mayor and Aldermen
 From: John G. Campbell, City Manager

Agenda Form: AF: 347-2008
 Work Session: November 03, 2008
 First Reading: November 04, 2008

Final Adoption: November 04, 2008
 Staff Work: Chris McCartt
 Presentation: John G. Campbell

BMA Strategic Plan 2005-2006

(CV=Core Value, KSF=Key Success Factor, KSO=Key Strategic Objective)

CV#4: Value Employees

KSF # 2: Qualified Municipal Workforce

KSO #: N/A

Recommendation:

Approve by motion the proposed additional holiday time at Christmas for City Employees on Friday, December 26, 2008.

Executive Summary:

In years past, the Board of Mayor and Aldermen have graciously and generously granted staff's request for additional holiday time in conjunction with the scheduled Christmas Holiday. The scheduled Christmas holiday this year falls on Thursday, December 25, 2008. Staff respectfully requests that the Board of Mayor and Aldermen grant a day, Friday, December 26, 2008 as additional holiday time for our employees. All emergency services will be maintained as scheduled and those employees who are required to be on duty Friday, December 26, 2008 will be granted holiday time as schedules permit. (Fiscal Note: The cost for the employees required to work is approximately \$23,800. This is based on 10% of the workforce working on Christmas Eve. Some of the employees may elect to take comp time instead of actual pay.)

Attachments:

None

| | Y | N | O |
|-----------|---|---|---|
| Joh | — | — | — |
| Mallicote | — | — | — |
| Marsh | — | — | — |
| Munsey | — | — | — |
| Shull | — | — | — |
| Shupe | — | — | — |
| Phillips | — | — | — |